

# Library on the move!

April 1997

**"No problem is too big to run away from."** (Quoted by Al Ries and Jack Trout, Positioning: The Battle for Your Mind, McGraw-Hill, 1981) But, since we have only one place to go and no where to run after August 30, here's how we plan to address some of the problems associated with the move to the new campus.

Because of the move, we will temporarily limit library services at the end of the Summer Term 1997 and the beginning of the Fall Semester 1997. To help you plan for your classes and students, please take note of the following:

1. The tentative moving dates for the library are August 8-22, 1997. This will include packing up and moving books, shelves, periodicals, equipment, offices, people--everything!
2. Beginning August 1, we plan to set up a temporary Reserves Room on the New Campus. We will continue to provide Reserves at this temporary site until we finish the library move and can use our new facilities. This means you can plan to provide reserve materials for your students at all times during the summer and fall semesters.
3. We will leave the bookdrop on the Skyland Campus for the return of books until we are firmly established on the new campus.
4. The main library will close at 10:00 p.m. on August 7. Staff members and librarians will not be available to provide assistance. Audiovisuals will continue to function as usual.
5. We can accept no make-up tests after July 1 and will not resume this service again before September 2. All make-up tests must be picked up by July 15 or they will be placed in faculty mailboxes. Please make other plans for handling make-up tests during this period.
6. We tentatively plan to re-open with full services on Tuesday, September 2, 1997.

***For a preview of changes you will see in the new library, please see the reverse.***



***"The book is here to stay. What we're doing is symbolic of the peaceful coexistence of the book and the computer."*** (Vartan Gregorian, President, NY Public Library, 1984)

- \* Once we are in the new library, there will be a major change in service centers. The front desk will be for circulation of materials that go outside the library (i.e., books). There will be another desk further inside the library at which reserves and audiovisuals will be circulated. This desk will be near the AV office and the copy machine. The front desk will be a sort of "express desk" for people who are only checking out books or asking for information. Items that circulate only within the library will be handled through the other desk.
- \* There will be no audiovisual viewing rooms for classes on the new campus. Instead, classes will meet in their regular classrooms, and we plan to deliver AV to the classroom. Reservations for audiovisual items will be handled by phone or at the desk inside the library. This should be more convenient for faculty and students.
- \* There will be group viewing rooms in the new library but individual viewing will be in the main part of the library, where any information that is provided through electronic technology (e.g., videoplayers, slide projectors, computers, etc.) will be located.
- \* There will be group study rooms that can be reserved by students. There will also be a faculty/staff room which can be used for research and work.
- \* The library will not be fully furnished by its opening date on the new campus. There will be tables, chairs, and a few study carrels, but no lounge furniture for reading areas.

If you have questions or special library, AV, or information problems as a result of the move, please contact me as soon as possible (ext. 2233).

*Thanks for your patience,*